

## **PREFACE**

This document is the plan for effecting long-term improvements in USDA's Office of Civil Rights' Employment and Program functions. It contains the results of a comprehensive analysis of civil rights (CR) systems, processes, procedures, and staffing needs, levels of knowledge, skills and abilities; automation needs; and administrative support.

The exhibits in this report support the assessment of each critical area that impacts CR's ability to effectively carry out its mission.